



Department of Corrections
INFORMATIONAL BULLETIN

Subject: ANNOUNCEMENT OF
TWO NEW CORRECTIONAL
CASE RECORDS FORMS

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The purpose of this Informational Bulletin is to officially announce two new California Department of Corrections' (CDC) Correctional Case Records forms: CDC Form 1896, Request for Dismissal Pursuant to California Motor Vehicle Code Section 41500 and CDC Form 1896A, Procedure to Request DMV Dismissal. These forms have been developed for inmates who wish to request dismissal of Failure to Appear (FTA) violations pursuant to Vehicle Code Section 41500.

Effective December 1, 2000, the CDC Form 1896A (11/00), Procedure to Request DMV Dismissal, shall be included in the orientation package provided to inmates in mainline institutions. This form provides the criteria for dismissal of a FTA and the procedure to request a dismissal. This form will be printed on 8 ½" X 11", white bond paper in quantities of 500 or more. This form can be ordered from Prison Industry Authority on a CDC 1853.

The CDC Form 1896 (11/00), Request for Dismissal Pursuant to California Motor Vehicle Code Section 41500, shall be completed by Case Records Staff using information provided by the inmate and listing the incarceration dates of the inmate. The request will only be processed if it contains all required information. The original shall be sent to the Department of Motor Vehicles, MAU-J233, P.O. Box 942890, Sacramento, California 94290-0001. A copy shall be forwarded to the inmate and a copy filed at the bottom the Holds/Wants/Detainers Section of the inmate's Central File. **Inmates shall not have access to this form**, which shall be stored in the Case Records Office only. This form will be printed on 8 ½" X 5 ½", three-part, NCR paper in packages of 100. This form can be ordered through Materials Management on a STD 116 using commodity code 7540-160-1896-5.

Please inform all persons concerned of the contents of this Bulletin. Please direct any inquiries regarding this bulletin to Judy Jasso, Associate Governmental Program Analyst, Correctional Case Records Services, Institutions Division, at (916) 324-3445 or CALNET 454-3445.

RICK GRENZ, Chief
Regulation and Policy Management Branch
Office of Correctional Planning

Attachments